



Planning Commission Meeting
October 20, 2021 5:30 PM

Tim Hauptert called the Planning Commission meeting to order at 5:30 p.m.

PRESENT: Mayor Cegelka, Jeff Adie, Scott, Tim Hauptert

OTHERS PRESENT: Law Director Mark Marong, Building Commissioner Bob Rodic,
Tom Cultrona, Jen Kalin RE Warner, Steve Rufe RE Warner

Scott McColl entered the meeting at 5:34 PM

**Motion by Jeff Adie second by Scott McColl to approve the minutes of the
September 15, 2021, Planning Commission Meeting.**

**Yeas—Mayor Cegelka, Adie, Hauptert, McColl
4 yeas – 0 nays**

Motion carried

OLD BUSINESS:

None

NEW BUSINESS:

**REQUEST FOR SITE APPROVAL OF A 30' X 60' METAL STORAGE BUILDING
AT 7650 BOND STREET, BOB CULTRONA LANDSCAPING:**

Chief Building Officer Bob Rodic commented; the applicant, Tom Cultrona representing Bob Cultrona Landscaping located at 7650 Bond Street is requesting site approval of an accessory structure on the property. The property is zoned Limited Industrial District and is bordered by the Country Home District to the west. The metal accessory structure is a thirty (30) feet in width, sixty (60) feet in length and approximately sixteen (16) feet in height. It will be located directly south of the existing main structure and will mirror in design and color the accessory structure approved for construction on the westerly property boundary of the property in 2015. The structure will be screened from Bond Street by an existing landscape buffer. According to the applicant's statement, the structure will be used to house equipment used in the business.

Attached to the application is an aerial view of the site with the black arrow pointing to the proposed location of the structure, elevational depictions, and the color scheme of the existing structure. The new structure will be of the same appearance. The building specifications, framing plans, site and landscaping plans are also shown. The plan complies with the Zoning Code regulations.

Tom Cultrona was in attendance and commented; the new building will be used for storage, to store the overflow of equipment. Since the company has grown, there was a need for more equipment. We do not want it sitting in the elements.

Law Director Mark Marong reported: Engineer Mike Henry spoke with the applicant, and it was determined that the building location needs modification – specifically, the preferred location is to the west, close to the existing outbuilding. The applicant confirmed this discussion and indicated he would submit a revised site plan with a new building location.

Engineer Mike Henry entered the meeting at 5:40 PM.

Mike Henry confirmed the above discussion. Building Commissioner Rodic noted that a revised location may require a set back variance as this parcel is adjacent to the County Home District. The applicant noted this requirement.

Motion by Jeff Adie second by Scott McColl to table the request for site approval of an accessory structure at 7650 Bond Street, Bob Cultrona Landscaping.

Yeas—Mayor Cegelka, Adie, Hauptert, McColl

4 yeas – 0 nays

REQUEST FOR SITE APPROVAL OF A SHED ROOF ADDITION TO EXISTING BARN (SOUTH SIDE) AT 7155 RICHMOND ROAD:

Chief Building Official Bob Rodic commented; Stan Lewandowski, owner of the property at 7155 Richmond Road is requesting site approval of a roof addition to an existing detached accessory structure (a barn). The property is zoned Country Home District. The thirteen-foot (13') by sixteen-foot (16') roof structure will be constructed on the south side of an existing barn in the rear yard of the property. It will be located behind the main structure approximately 233' from the Richmond Road right of way, 156' feet to the southerly property line and 326' feet to the rear property line. The roof will be supported by post construction with 29-gauge red metal weather covering consistent with the roofing of the main structure and detached garage. The color swatches shown in the application depicts the Patriot Red color. It will be utilized to cover a recreational vehicle. The application includes a site plan, a plan view, a sectional view, a photograph of the site, an image of the roof, a trim and accessories schedule, and an aerial view of the site.

Councilman Adie inquired as to whether the room addition counts towards the building square footage for code purposes. Law Director Marong and Chief Building Official Rodic responded that a roof overhang is not included in the building square footage.

Motion by Tim Hauptert second by Mayor Cegelka for approval of a shed roof addition to an existing barn at 7155 Richmond Road.

Yeas—Mayor Cegelka, Adie, McColl, Hauptert

4 yeas – 0 nays

Motion carried

REQUEST FOR SITE APPROVAL OF A NEW MUNICIPAL SERVICE FACILITY AT 28555 PETTIBONE ROAD:

Chief Building Official Bob Rodic commented; The Village of Glenwillow, owner of the property at 28555 Pettibone Road is requesting site and design approval of a new municipal service facility. The property is zoned Country Home District. The front portion of the structure will house administrative offices and the rear areas will provide areas for storage and maintenance of equipment and vehicles.

The application includes an aerial view of the undeveloped site, a site plan, a grading plan, elevation views and renderings, a floor plan, and a materials chart. This review utilizes the minimum standards for lot and building areas within the Country Home District as the structure is permitted by right in the district. The commercial and industrial parking and drive access standards were applied as they are more consistent with the use. The plan complies with the zoning code regulations.

In attendance were Jen Kalin and Steve Rufe from RE Warner, the Village's criteria architect for the Municipal Service Facility Project. Ms. Kalin explained the design process including the administration and council's involvement. The Village Engineer, Mike Henry, explained the site/grading plan, the location of utilities and the overall site development. Mr. Henry then explained to Planning Commission the Construction Manager At Risk process and the anticipated completion of the project being the end of 2023.

Motion by Jeff Adie second by Tim Hauptert for site plan approval of a new Municipal Service Facility to be located at 28555 Pettibone Road.

**Yeas—Mayor Cegelka, Adie, McColl, Hauptert
4 yeas – 0 nays**

Motion carried

REQUEST FOR SITE APPROVAL OF A BARRIER GATE AT PERMANENT PARCEL #99115001 BOND STREET:

Chief Building Official Bob Rodic commented; the Village of Glenwillow is seeking site approval to permit construction of a barrier gate, install mounding and an access path to Tinkers Creek trail south from Village-owned parcel PP# 99115001. The property is zoned Limited Industrial District. The barrier-type gate will be of a post and pin design and will be located on the east side of the Bond Street right of way as depicted on the site plan in the application.

Motion by Tim Hauptert second by Mayor Cegelka for site approval of a barrier gate located on Permanent Parcel No. 99115001.

**Yeas—Mayor Cegelka, Adie, McColl, Hauptert
4 yeas – 0 nays**

Motion carried

ADJOURNMENT

There being no further business to come before the Planning Commission, motion by Mayor Cegelka seconded by Jeff Adie to adjourn the meeting. Vote on the motion to adjourn was all yeas and no nays.

The meeting was adjourned at 6:07 p.m.



Planning Commission

Planning Commission Secretary-Lori A. Kovach